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ABSTRACT

This supplement to the Basic Course in Italian developed by the Defense Language Institute provides area background information on a variety of topics. They include: (1) housing and servants, (2) dining and a glossary of gastronomic terminology, (3) driving in Italy, and (4) relations with the police. The appendix contains material on: the Italian Road Traffic Act; a list of Italian diplomatic, cultural, and commercial offices in the United States; Italian language periodicals published in the United States of America; penmanship; and a bibliography. (RL)

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I T A L I A N  
BASIC COURSE

Area Background Information

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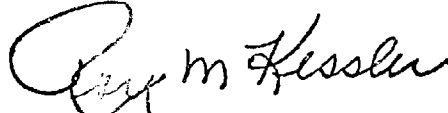
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## PREFACE

The information contained in this booklet is of a general nature and is considered to be of interest to students of Italian. The booklet can be used throughout the course in the following ways:

1. At the beginning of the course the students should find the Area Background Bibliography particularly useful for identifying books about Italy;

2. During the course, they can use some of the chapters on Italian customs and laws to supplement the information contained in their other course materials;

3. The remaining information about Italian publications available in the U.S., and about Italian cultural and commercial offices can be particularly useful to students whether they go to Italy immediately after graduation or after a period spent on another assignment. In the second case especially, they will be able to find ways to maintain their proficiency in Italian at the level acquired during the course.

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## 1. HOUSING

### FURNISHED OR UNFURNISHED APARTMENTS

#### 1. General Information

Furnished or unfurnished apartments can be found by:

- a. reading the ads in local papers;
- b. putting an ad in a local paper (apartments are usually advertised on certain specific days of the week, generally Thursdays and Sundays);
- c. going to a real estate agency (the usual agency fee is 5% of one year's rent; some agencies may charge the 5% even if the apartment is rented for a shorter time).

Do not rent an apartment for longer than you need because once a contract is signed you are bound to it. The landlord is entitled to keep your deposit if you break the contract. The registration fee for contracts is charged to the tenant.

#### 2. Rent Deposit

Most landlords require at least two month's rent for a deposit, plus one month's rent in advance. The deposit is refunded at the time the lease is terminated and after the inventory has been checked and all damages and utility bills have been paid. Under no circumstances can the deposit be considered as payment

for the last two months of the lease.

### 3. Utilities

#### a. Heating

Before renting an apartment, it is very important to check:

(1) if there is central heating (riscaldamento centrale) and if so, whether it is functioning;

(2) for how many months;

(3) what the cost will be (the previous year's prices may be indicative).

Heating bills are generally paid directly to the portiere (doorkeeper). The administrator of the building will present them every one or two months.

#### b. Gas

Gas is relatively inexpensive. Gas bills are generally paid once a month. A collector from the company will call at the apartment for the payment. If the tenant is not in or if he prefers not to pay at the moment, he must go to the company's office to make the payment. If the bill is not settled within a week, the company will turn off the gas.

#### c. Electricity

There are two types of electric current: regular (115 volts), and industrial (220 volts). The voltage

is apt to vary. Industrial current is cheaper and may be used only for electrical appliances. Electrical bills are generally paid every two months and the procedure is the same as for gas bills.

Before entering an apartment or signing the lease, ask your landlord to read with you and to note the numbers on the meters. In this way, you will not be held responsible for the current or gas consumed by the previous tenants.

Upon receiving your first bills, look for the column marked lettura contatore and compare the figure indicated under precedente with the figure that appeared on the meter when you first entered the apartment. If there is a discrepancy between the two, you can calculate your share of the cost and deduct the difference from the next month's rent. (The gas or light companies are in no way concerned with such discrepancies, so it is advisable to pay the bill and then settle the matter with your landlord.) With the same technique, by using the figure indicated under the column lettura contatore-attuale of your old bill, you can calculate your utility expenses at the expiration of your lease even if the most recent bill has not yet been received, and you can pay your landlord.



d. Telephone

If your apartment has no telephone already installed, you may have to wait for months before you will be able to get one. Telephone bills are presented every three months and can be paid either at the telephone company's office or at any bank.

Long distance calls are billed three months after they have been made. When you receive your first telephone bill, check to see that you are not paying long distance calls made by the previous tenant. The telephone company will give you, on request, the toll slips.

During the last three or four months of your stay, it is advisable to make note of all long distance calls and to request the operator to specify the cost at the end of each call. You will thus be able to calculate how much you owe your landlord at the conclusion of your contract. You may then request the return of your deposit without waiting to receive the bill.

4. Condominio

This is a charge that covers miscellaneous expenses such as water, the portiere's salary, and elevator maintenance. The cost of the condominio may vary from month to month and may even include the cost of building repairs. For this reason it is preferable to pay a higher

rent, and in this way be free of all condominio charges. The condominio is not customarily paid when renting a furnished apartment.

#### 5. Inventories

Before a new tenant occupies an apartment an inventory of the furnishings should be taken. The inventory should be made out in duplicate and signed by both the landlord and the tenant. It should reflect an accurate picture of the conditions of the items listed, including bathroom equipment, window panes, and chinaware. Lights, plumbing, window frames and shutters should also be checked. At the termination of the lease, inventory is taken again and the tenant will be held responsible for wear or damage to any article listed. All charges for breakage or more than normal wear on the furnishings will be deducted from the deposit.

If your landlord agrees to give you additional items or to do any repair work in the apartment, ask him to state it clearly in your lease, or at least to put it in writing. This might save lengthy discussions later.

#### 6. The Portiere

It is highly advisable to be on good terms with

your portiere. He may do you many small services such as finding you a maid, fixing your electric lights, or paying your gas and electrical bills if you are away when the collector comes. It is good policy to tip him at least £1000 when you first enter the apartment. He should also be tipped at Christmas, Easter and on August 15 (Ferragosto).

#### 7. Tipping

The following persons are customarily tipped at Christmas, Easter and on August 15:

- a. the portiere (as mentioned above);
- b. the postini (mailmen) In addition to the regular mailman, there is one for registered and special delivery letters, one for parcels, and one for telegrams. Consult your portiere and tip only your regular mailman if the others have performed no services for you.;
- c. the spazzaturaio (garbage collector).

#### B. ROOMS IN PRIVATE HOMES

Rooms are generally rented by the month and paid for in advance. If the tenant wishes to leave before the end of the month, the landlord is entitled to keep the full rent. At least a week's notice should be given by a tenant who wishes to give up his room.

In addition to the rent, a landlord may ask his tenant to

pay a fee for the heating of the room during the winter months.

C. HOTELS or PENSIONI

Reduced rates are generally given to guests who stay in a hotel or a pensione for a long time.

SERVANTS

A. GENERAL INFORMATION

Servants can be secured through friends, the portiere, shopkeepers, and appropriate agencies (agenzie di collocamento).

1. Agencies

Before requesting the services of an agency, it is advisable to make definite agreements as to the amount to be paid to the agency in case it should secure a servant. Most agencies charge a fixed rate or a percentage of a month's pay. This fee should be paid after the servant's eight-day probation period. Some agencies may ask for a "registration" fee. However, it is preferable not to pay anything in advance. Agencies assume no responsibility for the honesty and moral character of the servants they recommend. It is the responsibility of the employer to check the references of any servant he intends to hire. It is not advisable to hire a servant without any references at all.

It is customary to tip the portiere with a substantial sum (almost the equivalent of an agency fee) if he finds you a full-time servant. A smaller tip (two or three thousand lire) can be given for a part-time servant.

## 2. Documents to be Required When Hiring a Servant

a. Identity card.

b. Work book (libretto di lavoro) issued by the Istituto Nazionale di Previdenza Sociale (INPS).

c. Health card (libretto sanitario) when deemed advisable.

d. References. If hiring a minor (under Italian law, a person under 21) it is necessary to obtain a written statement from the father or guardian, certified by the commune of residence of the minor, authorizing him to live within the employer's family.

## 3. General Agreements

Although formal contracts are seldom used, it is very important that details regarding wages, duties, hours, leave and subsistence be agreed upon before hiring a servant.

A distinction should be made between a full-time servant who sleeps in and a part-time servant who is employed by the hour. Wages vary from city to city. In Rome, a full-time servant who will cook, clean the apartment and

iron will receive no less than £40,000 per month plus room and board. Part-time servants in large cities generally ask at least £500 per hour. Monthly wages may be paid to part-time servants who will work every day of the week. Usually, however, it is customary to pay full-time servants at the end of the month and part-time servants at the end of the week.

Few maids will undertake to do the family wash, although they will usually launder small articles.

#### 4. Probation Period

The first eight days of employment are considered as probationary. During this time, either party can terminate the employment without advance notice. After this period, the servant acquires all the rights provided under Italian law for persons in this category.

### B. PRINCIPAL RIGHTS AND OBLIGATIONS OF HOUSEHOLD SERVANTS AND OF EMPLOYERS UNDER ITALIAN LAW (APPLICABLE ALSO TO SERVANTS UNDER 21)

N.B. Any servant employed for less than 4 hours per day is not entitled to the following benefits:

#### 1. Old Age and Disability Pension

This payment is made by purchasing Previdenza Sociale stamps at any post office. These stamps must be affixed on the libretto di lavoro that all servants should have. They are made void by writing on each one the date of the

week to which it refers.

Amounts to be paid (women servants):

Full time: £680 per week (of which £200 should be paid by the servant);

Part time (up to 8 hours of daily work) £475 per week (of which £140 should be paid by the servant).

Note that it is customary for the employer to pay the Previdenza Sociale in full.

2. Health Insurance

Employers must report their servants to the Istituto Nazionale Assicurazione Malattie (INAM) within eight days of the date of employment. The following steps are to be taken:

a. Call at the INAM office in your city and ask for a form, denuncia lavoratori addetti servizi domestici.

Complete the form and return it to that office;

b. You will then receive a booklet issued in your name containing "reporting in" and "reporting out" blanks for servants, which will be used whenever required, and postal orders for the monthly insurance payments;

c. Forward to INAM at the end of each month (and no later than the 15th of the following month) the premiums due. Payments are made by using the postal orders in the booklet.

Amount to be paid: £130 per week, multiplied by the number of Sundays in the month concerned.

N.B. The premium may also be paid in advance every three months. Fines are levied for payments allowed to become overdue.

Termination of employment must be reported to INAM, on the proper forms contained in the booklet, within eight days from the last day of employment. Failure to abide by this regulation will oblige the employer to continue payment of insurance until INAM is notified that the servant has terminated his service.

The INAM booklet always remains with the employer.

Please note that compliance with the requirements of the above-mentioned benefits (health and retirement) is your responsibility. A servant's refusal to be insured is not valid and does not exempt you from your obligations: e.g. if an uninsured servant becomes ill, you are held responsible for his treatment and hospitalization.

### 3. Leave

a. Weekly. Full-time servants are entitled to one full day off per week, or two afternoons, one of which is Sunday. They also get time off for Mass on Sundays and holy days and the afternoon free on Italian national holidays. The above applies, in proportion, to part-time servants.



b. Annual. Full-time servants are entitled to fifteen days vacation with pay, plus £650 per day for food and lodging. This is also applicable, in proportion, to part-time servants.

In case of dismissal or termination of service, annual leave must be paid in proportion to the number of months for which it has accumulated.

#### 4. Gratuities

Italian law requires that any employee be paid a "thirteenth" month wage in December (la tredicesima), equal to the amount paid to him monthly. A pro-rated amount of this thirteenth month's wage must be paid in case of dismissal or termination of service.

#### 5. Termination of Service

Fifteen days notice must be given by either party in order to terminate service. During this period, servants are entitled to no less than eight hours per week of free time in order to find other employment.

Except in the case of termination for cause (crimes), if the servant is requested to depart immediately without previous notice, he is entitled to wages for the 15-day notice period plus cash in the amount of £650 per day for food and lodging for the same period.

Notice also due in the case of part-time servants and is calculated in proportion to the working hours.

6. Termination Bonus

The amount of the termination bonus is equal to fifteen days' wages for each year of service, figured on the basis of the last wages received. Such a termination bonus is also due to part-time servants and is calculated in proportion to the number of hours of work.

C. RECAPITULATION

A servant will receive each month:

1. Wages.
2. Previdenza sociale (disability and old age pension).
3. Assicurazione malattie (health insurance).

A servant will receive upon termination of service (if appropriate notice has been given):

1. Pro-rated amount of the "thirteenth" month's wages.
2. Pro-rated amount of payments due for accumulated annual leave.
3. Termination bonus calculated on the basis of length of service.

4. A letter of reference.

It will be well to ask any servant leaving your service to sign a statement similar to the following:

"Dichiaro di aver ricevuto dal Sig. (insert your name)  
lo stipendio pattuito e tutto quanto mi compete per legge fino  
ad oggi".

\_\_\_\_\_  
(signature of servant)

\_\_\_\_\_  
(date)

(I have received from Mr. \_\_\_\_\_ the wages agreed upon  
and everything due me by law up to date).

## 2. DINING

### A. Italian Dining Habits

Of the three basic daily meals, the mid-day meal is traditionally the most important for Italians. Breakfast consists, in most cases, of a hurried cup of coffee, or coffee with milk, accompanied by a piece of bread or pastry.

The mid-day meal is considered a leisurely affair, and almost a family obligation. It is a full meal, with at least two courses, plus dessert.

Supper is a light meal, usually consumed later in the evening than in the U.S.

### B. Eating at home

Both the mid-day meal and supper normally include a first course, called minestra. This can be a pasta or rice dish, with any of a number of sauces; or it can be similar to a soup, with or without vegetables, always with rice or pasta. Regional or occasional substitutions for the first course can be polenta (corn meal) with a meat sauce, ravioli, and an endless series of baked dishes of the lasagne variety.

Normally, the more substantial kind of minestra is eaten at mid-day, while the lighter varieties are reserved for supper.

The second course can be meat, fish or fowl, with an accompaniment of one or more vegetables. For the evening meal this

consist of just cold cuts, or cheese, or an omelette, with a tossed salad.

The dessert is, in the majority of cases, fresh fruit. In the evening this may occasionally be replaced by a custard or a pudding. On special occasions, the fruit may be preceded by one of the many Italian cakes or by pastry of the French pastry type in the U.S.

#### C. Drinking

Italians drink wine with their meals. Since they are essentially a sober people, they do not drink too much. To become drunk is considered very rude, and being drunk in public is a misdemeanor, punished by law. Italians are used to wine, since they drink it from childhood. While children may drink just half a glass of wine, occasionally diluted with water, adults drink one pint or more per meal, without ill effects. Coffee is drunk after the meal, never with food.

#### D. Eating in restaurants

Italians like to eat at home. When they eat in a restaurant they want something different from their everyday fare, and their meals become a little richer and fancier than at home. This is true also of meals prepared for special occasions, like weddings, banquets, etc.

The number of courses is increased by the addition of an

antipasto (appetizers), a cup of clear broth before the pasta, another meat or fish dish, and more side dishes. Cheese and cake may follow. The table wine drunk at home is replaced by a fancier one, or maybe by two or three varieties of wine, selected to go with the various dishes. Mineral water replaces tap water. And at the end of a long, leisurely meal, coffee and liqueur are served.

#### F. Menus

This section presents some menus, from simple to abundant. The fare indicated is usually found all over Italy. After studying the way the menus are put together, try to compose a few of your own with the help of the glossary that follows.

- |    |  |  |
|----|--|--|
| 1. | Risotto ai funghi<br>Cotolette alla milanese<br>Piselli<br>Perè  | Rice, mushroom sauce<br>Breaded veal cutlets<br>Peas<br>Pears  |
| 2. | Pastina in brodo<br>Manzo bollito<br>Verdure lesse<br>Aranci   | Broth with tiny <u>pasta</u><br>Boiled beef<br>Boiled vegetables<br>Oranges  |
| 3. | Spaghetti alle vongole<br>Pesce fritto<br>Insalata verde<br><br>Mele   | Spaghetti with clams<br>Fried fish<br>Tossed salad (olive oil/<br>vinegar)<br>Apples                                       |
| 4. | Minestrone di verdura<br>Arrosto di maiale<br>Broccoli in padella<br>Purè di patate<br>Dolce gelato<br>Fragole al limone | Minestrone soup<br>Roast pork<br>Braised broccoli<br>Mashed potatoes<br>Ice-cream cake<br>Strawberries with lemon<br>juice |

5. Antipasto: Prosciutto  
con melone  
Fettuccine al burro

Pesce in bianco  
Pollo arrosto  
Patate al forno  
Spinaci gratinati  
Insalata russa

Dolce: Mille Foglie  
Frutta di stagione

6. Antipasto assortito  
Risotto alla milanese  
Aragosta in bellavista  
Agnello al forno con patate  
Asparagi con maionese  
Funghi trifolati  
Fagolini all'olio  
Pan di Spagna  
Formaggi assortiti  
Frutta di stagione

Appetizer: Ham with cantaloupe  
Noodles with butter and cheese  
Boiled fish  
Roast chicken  
Roasted potatoes  
Spinach au gratin  
Vegetable salad with mayonnaise  
Puff Cake  
Fruit in season

Assorted appetizers  
Rice milanese  
Lobster belleview  
Lamb roast with new potatoes  
Asparagus with mayonnaise  
Truffled mushrooms  
String bean salad  
Pound cake  
Assorted cheese  
Fruit in season

## Glossary of Gastronomic Terminology

Acciuga	Anchovy
Aceto	Vinegar
Acqua	Water
Agnello	Lamb
Agrodolce	Sweet and Sour
Albicocca	Apricot
Allodola	Lark
Amaro	Bitter
Ananasso	Pineapple
Anitra	Duck
Antipasti	Hors d'oeuvres
Aperitivo	Appetizer
Aragosta	Lobster
Arancia	Orange
Arrosto	Roast
Asparago	Asparagus
Banana	Banana
Beccaccia	Wood-cock
Birra	Beer
Bollito	Boiled
Bottiglia	Bottle
Brodo	Broth
Brodo ristretto	Consommè
Bue, Manzo	Beef
Arrosto di manzo	Roast Beef
Bistecca	Beefsteak
Molto cotta	Well done
Poco cotta	Medium
Al sangue	Rare
Costata di manzo	Rib of Beef
Filetto	Fillet
Manzo brasato	Braised Beef
Stufato di manzo	Beef Stew
Burro	Butter
Cacciagione	Feathered game
Caffè	Coffee
Caffelatte	Coffee with milk
Calamario	Squid
Caldo	Warm
Camoscio	Shammy (venison)



Cappone  
 Capretto  
 Capriolo  
 Carciofo  
 Cardo  
 Carne  
 Carta dei vini  
 Caviale  
 Cavolfiore  
 Cavolo  
 Cedro  
 Cefalo  
 Cervella  
 Cetriolo  
 Ciliegia  
 Cinghiale  
 Cioccolato  
 Cipolla  
 Coda  
 Coniglio  
 Conto  
 Contorno  
 Coscia  
 Cotoletta  
 Crauti  
  
 Crema (panna)  
 Crudo  
  
 Datteri  
 Dentice  
 Dessert  
  
 Fagiano  
 Fagiolini verdi  
 Fagiuoli  
 Faraona  
 Fave  
 Fegato  
 Fegato d'oca  
 Fico  
 Formaggio  
 Fragole  
 Freddo  
 Fritto  
 Frutta  
     Frutta candita  
     Frutta cotta

Capon  
 Kid  
 Roebuck (venison)  
 Artichoke  
 Cardoon, thistle  
 Meat  
 Wine List  
 Caviar  
 Cauliflower  
 Cabbage  
 Citron  
 Grey mullet  
 Sea-perch  
 Cucumber  
 Cherry  
 Wild Boar  
 Chocolate  
 Onion  
 Tail  
 Rabbit  
 Bill  
 Garnish, side dish  
 Thigh  
 Cutlet  
 Pickled cabbage, sauer-  
     kraut  
 Cream  
 Raw  
  
 Dates  
 Dentex  
 Dessert  
  
 Pheasant  
 Green beans  
 Beans  
 Guinea-fowl  
 Broad beans  
 Liver  
 Goose liver  
 Fig  
 Cheese  
 Strawberries  
 Cold  
 Fried  
 Fruit  
     Candied fruit  
     Stewed fruit

Frutta fresca  
Frutta secca  
Succo di frutta  
Fungo

Gallina  
Gallo  
Gamberetto  
Gambero (di mare)  
Gelatina  
Ghiaccio  
Granchio  
Graticola  
Griglia (alla)

Insalata

Lamponi  
Lardo affumicato  
Latte  
Legumi  
Lepre in salmì  
Sella di lepre  
Lesso  
Limone  
Lingua  
Liquore  
Lumaca

Maiale  
Mandorla  
Manzo  
Marmellata  
Mela  
Melanzana  
Melone  
Menta  
Midollo  
Miele  
Mirtillo  
Misto griglia  
Montone  
Mora  
Mostarda  
Muscoli (peoci)

Nasello  
Nocciuola  
Noce

Fresh fruit  
Dried fruit  
Fruit juice  
Mushroom

Hen  
Cock  
Shrimp  
Prawn  
Jelly  
Ice  
Crab  
Grill  
Grilled

Salad

Raspberries  
Bacon  
Milk  
Vegetables  
Jugged hare  
Saddle of hare  
Boiled  
Lemon  
Tongue  
Liquor  
Snail

Hog, pork  
Almond  
See under Bue  
Jam  
Apple  
Egg-plant  
Cantaloupe  
Mint  
Marrow  
Honey  
Blueberry  
Mixed grill  
Mutton  
Blackberry  
Mustard  
Mussel

Whiting  
Hazelnut  
Walnut

Oca  
Olio d'oliva  
Olive  
Orata  
Ostriche

Palombo  
Pane  
Panna montata  
Pasticceria  
Pasticcio  
Patata  
    Patate lesse  
    Purè di patate  
Pavoncello  
Pepe  
Peperone  
Pera  
Pernice  
Pesce  
Pesce persico  
Pesce spada  
Piccione  
Pignoli  
Piselli  
Pistacchio  
Polpo  
Pollame  
Pollastra  
Pollo  
    Petto di pollo  
Pomodoro  
Porchetta  
Porro  
Prezzemolo  
Prosciutto  
Prugna

Quaglia

Rana  
Ravanelli  
Razza  
Riccio  
Riccio di mare  
Ripieno

Goose  
Olive oil  
Olives  
Gilt-Poll  
Oysters

Dogfish  
Bread  
Whipped Cream  
Pastry  
Pie-pastry  
Potato  
    Boiled potatoes  
    Mashed potatoes  
Pea-hen  
Black pepper  
Green pepper  
Pear  
Partridge  
Fish  
Perch  
Swordfish  
Pigeon  
Pine Nuts  
Peas  
Pistachio Nut  
Octopus  
Poultry  
Chicken  
Chicken  
    Chicken breast  
Tomato  
Suckling Pig  
Leek  
Parsley  
Ham  
Plum

Quail

Frog  
Radish  
Skate  
Porcupine  
Sea urchin  
Stuffing

Riso  
   Risotto  
 Rognone  
 Rombo  
  
 Sale  
   Salmone affumicato  
 Salsa  
 Salsiccia  
 Scampo  
 Secco  
 Sedano  
 Selvaggina  
 Seppia  
 Sgombro  
 Sogliola  
 Spalla  
 Spezzatino  
 Spinaci  
 Stambecco  
 Stoccafisso  
 Storione  
 Stufato  
 Sugo  
  
 Tacchino  
 Tartaruga (brodo di)  
 Tartufo  
 Testa  
 Tinca  
 Tonno  
 Tordo  
 Torrone  
 Torta  
 Triglia (di sabbia)  
 Triglia (di scoglio)  
 Trota  
   Trota al blu  
   Trota al burro  
   Trota salmonata  
  
 Uovo  
   Uova affogate  
   Uova al lardo  
   Uova al prosciutto  
   Uova di pesce  
   Uova fritte  
   Uova ripiene

Rice  
   Rice with sauce  
 Kidney  
 Turbot  
  
 Salt  
 Smoked salmon  
 Sauce, gravy  
 Sausage  
 Prawn  
 Dry  
 Celery  
 Furred Game  
 Cuttlefish  
 Mackerel  
 Sole  
 Shoulder  
 Stewed meat  
 Spinach  
 Wild goat  
 Dried cod  
 Sturgeon  
 Stew  
 Juice  
  
 Turkey  
 Clear turtle soup  
 Truffle  
 Head  
 Tench  
 Tuna fish  
 Thrush  
 Nougat  
 Cake  
 Red mullet  
 Striped mullet  
 Trout  
   Trout, blue boiled  
   Trout in butter  
   Salmon trout  
  
 Egg  
   Poached eggs  
   Eggs and bacon  
   Ham and eggs  
   Hard roe  
   Fried eggs  
   Stuffed eggs

Uova sode  
Uova strapazzate  
Frittata  
Omelette ai funghi  
Tuorlo  
Uva

Verdura  
Verza  
Vino  
Vino bianco  
Vino da pasto  
Vino di marca  
Vino dolce  
Vino rosato  
Vino rosso  
Vino secco  
Vino spumante

Vitello  
Animella di vitello  
Arrosto di vitello  
Cervella di vitello  
Cotoletta di vitello  
Fegato di vitello  
Noce di vitello  
Osso buco  
Petto di vitello  
Rognoni di vitello  
Scaloppina di vitello  
Sella di vitello  
Testina di vitello  
Vongole

Zucca  
Zucchero  
Zucchine  
Zuppa

Hard-boiled eggs  
Scrambled eggs  
Omelet  
Mushroom omelet  
Egg yolk  
Grapes

Vegetables  
Cabbage  
Wine  
White wine  
Fair table wine  
Fine quality wine  
Sweet wine  
Rose wine  
Red wine  
Dry wine  
Sparkling wine, cham-  
pagne  
Veal, calf  
Sweetbread  
Roast veal  
Calf's brain  
Veal cutlet  
Calf's liver  
Joint of veal  
Knuckle of veal  
Calf's breast  
Veal kidneys  
Veal scaloppine  
Saddle of veal  
Calf's head  
Clams

Pumpkin  
Sugar  
Italian squash  
Soup

### 3. DRIVING IN ITALY

#### A. INFORMATION FOR MOTORISTS

##### 1. Importation of Automobiles

Foreigners entering Italy with cars bearing non-Italian license plates are given a tessera turistica at the Italian border. This permit is valid for six months. During this period the visitors are exempt from paying a road tax. The tessera turistica can be renewed at the discretion of the Ministry of Finance for an additional period of six months by applying through the Automobile Club of Italy to the Ministero delle Finanze, Sezione Generale delle Dogane, Divisione 7, Roma. If the extension is granted, the visitor is no longer exempt from paying the road tax, and he becomes subject to the Automobile Circulation Tax for the additional number of months he remains in the country.

##### 2. Circulation Tax

Automobiles with EE\* or local plates are subject to payment of the annual circulation tax which is based on the European horsepower rating of the vehicles. The following table shows the European Horsepower Rating and the amount of circulation tax due for a few standard American and European automobiles. It should be noted, however, that the circulation tax may vary

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\*EE plates identify cars registered in another country

with the model and year of the car.

<u>Make</u>	<u>European H.P.</u>	<u>Circulation Tax p.a.</u>
Fiat 1100	13	\$ 35
Fiat 1800	21	\$ 115
Chevrolet	42	\$ 257 to 450
Mercedes 220	25	\$ 156
Morris	12	\$ 29
Volkswagen	14	\$ 44

The Circulation Tax can be paid on a yearly basis in January, or by installment every two or four months. Payment is made to the Italian Automobile Club which issues a sticker to be attached to the windshield of the automobile as evidence that the tax has been paid.

### 3. Registration

a. All vehicles must be properly registered and the registration book must be in the automobile at all times. Failure to comply will result in a heavy fine. License plates will be issued at the same time as the registration book.

b. If the registration book is lost, stolen, or destroyed, the holder of the book should notify the police within forty-eight hours.

### 4. Gasoline

Full instructions on the purchase of gasoline coupons are printed on the fuel chart which is given to foreigners at the frontier stations or at local offices of the Automobile Club of Italy.

## 5. Parking

It is very difficult to park automobiles in the center of any large city, and at certain hours of the day it is practically impossible to find any space. Many parking areas are guarded by Automobile Club attendants who charge about 100 lire per car and give a receipt showing the fee charged. They are responsible for the safety of the car, but their duties cease at a certain hour at night. Therefore one should check with them before leaving the car. In other parking areas, self-styled "guardians" request a tip for watching cars but actually do not assume any responsibility for the car or its contents.

b. A busy zone in the center of the city (such as the section around the Embassy Office in Rome) is known as a zona disco, where parking is limited to one hour. Local automobile clubs furnish car owners with a small cardboard disc which the driver places on the windshield and on which he is obliged to indicate the time at which the car was parked. There is a fine for overstaying the permitted parking time.

c. A car with foreign license plates is especially attractive to thieves. In order to avoid having your car broken into you should:



1. Never park your car, at any hour of the day or night, with any luggage or belongings inside of it;
2. Always leave the glove compartment open so that it can be clearly seen that it does not contain gasoline coupons or articles of value such as cameras or binoculars.

#### B. DRIVING IN ITALY

Americans driving in Italy for the first time are usually "shook up" before they have completed their first trip, whether it is only through a town or clear across the country. Some of them remain nervous about driving throughout their tour of duty.

It is understandable that unfamiliar traffic situations and different customs of drivers cause confusion, and sometimes consternation, to U.S. Forces personnel newly-arrived in Italy. But there is no reason why intelligent, capable drivers should harbor fear and resentment because of conditions we cannot change. Rather, the difficulties and dangers should be accepted as a challenge to your judgment and skill.

Aside from the actual hazards encountered on the road, a new American driver in Italy faces two deadly perils. Both are self-created perils. The first is trying to drive like everyone else seems to be doing, without realizing that a native's habit may be a stranger's poison. The second peril is to assume an aggressive, impatient attitude behind the wheel.

By making either one of these mistakes, your chances of survival are greatly diminished.

There are several widespread misconceptions about driving in Italy which one should not thoughtlessly accept and parrot. Let's examine them:

"All Italians are bad drivers!"

This is simply not true. There are many inexperienced drivers, who have only recently been able to purchase a car. There are thoughtless and inept and reckless drivers, as there are in every motorized country, including the U.S.A. But, if one is observant and open-minded, he will recognize that many Italian drivers are exceptionally alert and adept, and even courteous. The Italian driving style, which can be characterized as dashing and bravado, is due to Latin temperament and the fast, highly maneuverable cars built to match.

"The death rate on Italian highways must be catastrophic".

It is high, particularly during the summer tourist season. But despite a tremendous increase in vehicles on the road, there were fewer traffic accidents, injuries and deaths in 1965 than in 1964. Statistics for 1966 show a remarkable decline from comparable periods of 1965, particularly for the big holiday weekend of Ferragosto in August. Only 41 highway deaths occurred in 1966, as compared to 73 in 1965. This is in sharp contrast to our native land where the toll of traffic fatalities

continues to climb at an alarming rate.

Here are some of the most important traffic rules that newly assigned U.S. Forces personnel should always remember:

a. YIELD RIGHT OF WAY (Art. 105) - The provisions of this section of the code grant the right of way to the driver coming from the right, unless otherwise specified by road signs. The essence of this regulation is basically the same as traffic regulations in the United States. But it is to be noted that in Italy the driver who fails to yield the right of way is always at fault regardless of the circumstances, such as speed and distance of the other vehicle.

b. CHANGE OF DIRECTION (Art. 111) - A driver who intends to change direction must give timely turn signals. These signals should be applied in plenty of time to warn following drivers of one's intention of changing direction; thus avoiding any obstruction or hazard to the flow of traffic. It is also wise to keep in mind that before you signal intention to change direction, you should make sure that no vehicle has already started to pass you.

c. DRIVING UNDER THE INFLUENCE OF DRINK OR DRUGS (Art. 132) - It is prohibited to drive under the influence of alcoholic drinks or drugs. This is true everywhere; although it is to be remembered that Italian law very seldom gives a defendant the benefit of the doubt. The charge is usually based

on the observation of the police agent at the scene, the BAT being supplemental rather than substantial evidence.

d. SPEED (Art. 102) - U.S. personnel are inclined to believe that traffic in Italy presents many hazards because there are no speed limits on most highways. False assumption! Although there are no speed limits on most highways, it is very easy to be charged with "driving too fast for conditions". Art. 102 of the road code specifically states that "the driver shall be obliged to regulate the speed of his vehicle in such a way as to not constitute a source of danger to persons or property, or a cause of confusion or obstruction to other traffic". The above charge is applicable, in some cases, even in built-up areas and when your speed is below the posted limit.

e. HORN SIGNALS (Art. 113) - The use of horns is obligatory outside of built-up areas in all cases when circumstances make it advisable to give warning from a suitable distance of the approach of your vehicle.

While driving in city or country, through a narrow, crowded street or on an open Autostrada, always remain alert, sober and vigilant. Expect the unexpected, and keep your seat belt fastened. Fight nonchalance as you would the plague. Your own attitude is the key to enjoyable and accident-free driving in Italy!

#### 4. RELATIONS WITH THE POLICE

People should be very careful about signing documents in front of **the** police authority. Italian penal law is based on the fact that a signed statement cannot be rescinded. Therefore it is better to request legal advice before signing any statement whatsoever.

It is obligatory to respond personally to a summons from the police authorities. Failure to do so within three days can result in a fine. If the summons is verbal, the police official concerned must present full identification, whether in uniform or civilian clothes. You are entitled to politely request that he identify himself. A summons is never given over the telephone.

No guns, knives or other lethal weapons can be taken outside of a private residence without police authorization.

Finally, the police cannot enter a private residence without a written order from the juridical authority, unless invited to do so.

## Appendix A.

### EXCERPTS FROM ITALIAN ROAD TRAFFIC ACT

The following information has been taken from the Italian Road Traffic Act, effective July 1, 1959. This information should be read, understood and scrupulously observed.

#### 1. Traffic Signs

There are three kinds of traffic signs - danger signs, prohibitions and informative signs. Traffic signs on the pavement or street include longitudinal, transverse and other signs. Longitudinal signs consist of continuous or broken lines. Unbroken lines running lengthwise denote the limits of the traffic lanes or the direction of traffic and shall not be crossed. Broken lines running lengthwise also denote the limits of traffic lanes, but these may be crossed.

An unbroken line may run lengthwise and immediately parallel to a broken line. In this case the driver may cross the lines when the broken line is situated at his immediate left, but may not cross when the unbroken line is on his immediate left. Vehicles may not straddle the lines. Unbroken lines running cross-wise denote the place where drivers shall stop when required to do so by a stop signal. Broken lines running cross-wise denote the limit of pedestrian crossings or indicate "zebra crossings" for pedestrians or cyclists. Lines denoting the limits of pedestrian crossings may be unbroken when one of

the said lines also denotes the place where the drivers are required to stop by a stop signal.

If anyone fails to comply with the traffic signals he shall be liable to a fine of not less than 4,000 lire and not more than 10,000 lire, providing no more serious offense has been committed.

## 2. Hand Signals of Policeman

Hand signals which policemen may make to regulate traffic are as follows:

- a. arms extended horizontally at right angles to the direction of traffic, prohibits traffic from proceeding
- b. arms extended horizontally along the direction of traffic, permits traffic to proceed
- c. one arm raised vertically, proceed with caution.

A fine of 4,000 lire and not more than 10,000 lire may be imposed on any driver who fails to comply with the policeman's signal. If the driver of a vehicle fails to stop when so signaled by a policeman, he shall be liable to a fine of not less than 5,000 and not more than 20,000 lire.

## 3. Illuminated Traffic Signals

Traffic lights are colored red, green and amber, or amber only and have the same meaning as in the United States.

Special illuminated signals may be reserved for pedestrians. Failure to observe the traffic lights will result in a fine of not less than 5,000 lire nor more than 20,000 lire.

#### 4. Driving Lights

Motor vehicles shall be fitted with the driving lights required by the traffic regulations followed internationally and no additional requirements exist in Italy in this regard. It is very important, however, that the rear license plate be lighted with white light to make the plate clearly legible at night.

#### 5. Drivers' Licenses

International or Italian driving licenses may be obtained through the Italian Automobile Club upon presentation of a valid American driver's license.

Driving licenses or an international driving permit issued by a foreign country are valid in Italy. Drivers having a driving license issued by a foreign country may obtain a driver's license in Italy without the necessity of taking a driving test provided the application for the Italian driver's license is made before the expiration of the foreign driver's license.

The minimum legal age for driving an automobile is eighteen. Invalids and disabled persons may be granted a driver's license providing the vehicle to be driven has been adapted to meet the specific needs of the driver. Such a vehicle must be inspected by the Italian authorities.

To obtain a new driver's license one must be physically and mentally fit. An examination is given by the Health Officer



in charge. Applicants wishing to take the driving test shall be issued a provisional license permitting them to practice driving. The provisional license permits the applicant to drive the same class of vehicle as that for which the license applied for will qualify him, providing a person having a valid license travels beside him in the same vehicle in the capacity of instructor, and shall to all intents and purposes superintend the movement of the vehicle.

The provisional license is valid for a period of three months. If good reason can be shown, it may be renewed for a period not exceeding another three months.

Before obtaining a driving license the applicant must take a test in which he shall be required to show:

- a. a knowledge of road signs and signals and of traffic rules
- b. a general knowledge of the way in which the vehicle functions with special regard to the controls
- c. competence in driving.

The test must be taken before an inspector of the Civil Motoring Division and a representative of the Italian Automobile Club. Those persons who have attended a driving school take their test at the school they attended. A teacher of the school should be present for certain portions of the test. The test cannot be given prior to one month of issuance of the provi-

sional driver's license. If a candidate fails in his test, at least one month must elapse before he may take it again. A driver's license is valid for ten years if granted to an individual younger than 50. For an individual over 50 years, the license is valid only for five years. The license must be revalidated every year at a cost of 4,000 lire.

One must always carry his driver's license with him. A driver's license may be suspended or revoked if serious infraction of any laws has occurred.

#### 6. Speed Limits

In built-up areas, the speed of 50 kilometers or 32 miles per hour shall not be exceeded, although the authorities may set different limits. Outside built-up areas, the authorities may prescribe maximum and minimum speeds. If the speed limit is exceeded by 5 kilometers per hour, the driver is liable to a fine not to exceed 10,000 lire and not less than 4,000 lire. If any person exceeds the maximum limit by more than 5 kilometers per hour, he shall be liable to imprisonment for a term not exceeding two months or to a fine of not less than 10,000 lire nor more than 40,000.

#### 7. Right of Way

At road junctions, in the absence of signs indicating which road has the right of way, a driver must yield right of way to any driver coming from his right.

#### 8. Use of Lights, Headlights, Reflectors and Horns

The use of lights, headlights and reflectors on vehicles is obligatory from one half hour after sunset until one half hour before sunrise, during the day in road tunnels, and at all times when visibility is bad.

##### Drivers are required to:

- a. drive with parking lights when the street lighting is adequate
- b. use headlights emitting deflected light (dimmers) when the street lighting is inadequate
- c. use full headlights when the roads are unlighted and the speed of the vehicle exceeds 40 kilometers per hour. If another vehicle is met, the headlights should be dimmed. Street lighting is deemed adequate if a vehicle can be identified at a distance of 50 meters. The use of full headlights is prohibited in built-up areas.

Horns are used with the utmost moderation. In built-up areas sounding of horns is prohibited, except in cases of immediate danger. During the night, flashing of the headlights shall be permitted to take the place of horns. Outside built-up areas, the use of horns is obligatory in all cases when circumstances may make it advisable to give warnings of any kind. Drivers of vehicles carrying injured persons or persons who are seriously ill shall be exempt from these restric-

tions. Fines ranging between 4,000 and 10,000 lire may be imposed for infraction of these rules.

All drivers must have in their automobiles a portable sign called triangolo, fitted with reflectors. This sign, which is to be used to denote general danger, is to be placed on the highway at a minimum distance of 50 meters to the rear of the car, whenever the car has stopped on the highway. (The triangolo may be purchased at the Automobile Club of Italy or at any store handling automotive equipment.)

#### 9. Driver's Obligation in Case of Accident

In case of an accident involving persons, a driver is under obligation to stop and render any necessary aid. Failure to comply may result in imprisonment or heavy fines.

#### 10. Traffic Fines

A traffic fine may be paid immediately to the Police Officer issuing the ticket. Otherwise, the ticket will indicate the method of payment.

Appendix B.

LIST OF ITALIAN DIPLOMATIC, CULTURAL  
AND COMMERCIAL OFFICES

<u>STATE</u>	<u>City</u>	<u>Address</u>
ALABAMA	Mobile	Italian Vice Consulate, 4160 E. Shan Drive, Mobile, Alabama 36609
CALIFORNIA	Bakersfield	Italian Vice Consulate, 1620 E. Brundage Lane, Bakersfield, Calif. 93307
	Los Angeles	Italian Consulate General, 649 South Olive Street, Los Angeles, California 90014
		Italian Trade Commissioner, Gateway West Bldg., Suite 727 Century City Los Angeles, California 90068
	San Diego	Italian Vice Consulate, 3636 Fifth Avenue, San Diego, California
	San Francisco	Italian Government Travel Office (ENIT), St. Francis Hotel San Francisco, California 94119
		Italian Consulate General, 2590 Webster Street San Francisco, California 94115
		Italian Commercial Consul, 785 Market Street, Suite 604, San Francisco, California 94103
	Santa Barbara	Italian Vice Consulate, 104 East Victoria Street, Santa Barbara, California 93104
COLORADO	Denver	Italian Consulate, 810 Midland Savings Bldg. Denver, Colorado 80202

CONNECTICUT	New Haven	Italian Vice Consulate, 746 Chapel Street, New Haven, Connecticut 06510
DISTRICT OF COLUMBIA	Washington	Italian Embassy, 1601 Fuller Street, N.W. Washington, D. C. 2009  Italian Embassy-Commercial Off. 2600 Virginia Avenue, N.W. Washington, D. C. 20006
FLORIDA	Miami	Italian Vice Consulate, 823 Alfred I. DuPont Bldg. Miami, Florida 33131
GEORGIA	Atlanta	Italian Vice Consulate, 1106 West Peachtree Street, NW Atlanta, Georgia 30309
ILLINOIS	Chicago	Italian Government Travel Office (ENIT), 500 North Michigan Avenue, Chicago, Illinois 60601  Italian Trade Commissioner, 67 E. Madison Avenue, Chicago, Illinois 60603
LOUISIANA	New Orleans	Italian Consulate General, 708 Cotton Exchange Building, 231 Carondelet Street, New Orleans, Louisiana 70130  Italian Trade Commissioner, International Trade Mart, New Orleans, Louisiana 70130
MARYLAND	Baltimore	Italian Vic Consulate, 2635 St. Paul Street, Baltimore, Maryland 21218
MASSACHUSETTS	Boston	Italian Consulate General, 101 Tremont Street, Boston, Massachusetts 02108
MICHIGAN	Detroit	Italian Consulate, 1929 National Bank Building Detroit, Michigan 48226

MINNESOTA	St. Paul	Italian Vice Consulate, W.1387 First Nat'l Bank Bldg., St. Paul, Minnesota 55101
MISSOURI	Kansas City	Italian Vice Consulate, 1006 Grand Avenue, Kansas City, Missouri 64106
	St. Louis	Italian Consulate, 721 Olive Street, St. Louis, Missouri 63101
NEVADA	Reno	Italian Vice Consulate, 1 East First Street, P.O. Box 461, Reno, Nevada 89504
NEW JERSEY	Newark	Italian Vice Consulate, 421 Parker Avenue, Newark, New Jersey 07104
	Trenton	Italian Vice Consulate, 701 Greenwood Avenue, Trenton, New Jersey 08609
NEW YORK	Albany	Italian Vice Consulate, 371 State Street, Albany, New York 12207
	New York City	Italian Government Travel Office (ENIT) 630 Fifth Avenue, New York, New York 10020
		Italian Consulate General, 690 Park Avenue, New York, New York 10021
		Istituto Italiano di Cultura 686 Park Avenue, New York, New York 10021
		Italian Commercial Consul, 600 Madison Avenue, New York, New York 10022
OHIO	Cleveland	Italian Consulate, 408 Bulkeley Building, Cleveland, Ohio 44115

OREGON	Portland	Italian Vice Consulate, 15465 North West Norwick Cir., Beaverton, Oregon
PENNSYLVANIA	Philadelphia	Italian Consulate General, 2128 Locust Street, Philadelphia, Pennsylvania 19103  Italian Trade Commissioner, 2 Penn Center Plaza, Suite 1401, Philadelphia, Pennsylvania 19102
	Pittsburgh	Italian Vice Consulate, 1906 Clark Building, 717 Liberty Avenue, Pittsburgh, Pennsylvania 15222
TEXAS	Dallas	Italian Vice Consulate, 801 Fidelity Union Life Bldg., Dallas, Texas 75201
	Galveston	Italian Vice Consulate, 4610 Avenue R Galveston, Texas 77550
	Houston	Italian Vice Consulate, 209 World Trade Bldg., 1520 Texas Avenue, Houston, Texas 77002  Italian Trade Commissioner, 212 World Trade Bldg., Houston, Texas 77002
UTAH	Salt Lake City	Italian Vice Consulate, 2895 So. 8 East, Salt Lake City, Utah
VIRGINIA	Norfolk	Italian Vice Consulate, 1129 Boissevain Avenue, Norfolk, Virginia 23527
WASHINGTON	Seattle	Italian Consulate, 6625 White Henry Stuart Bldg., Seattle, Washington 98101



PITTSBURGH, PA.  
Gateway Towers  
320 Ft. Duquesne Bldg.

ST. LOUIS, MO.  
1524 Ambassador Bldg.

SAN FRANCISCO, CALIF.  
364 Post Street

SEATTLE, WASH.  
White Henry Stuart Bldg.

WASHINGTON, D. C.  
1001 Connecticut Ave. NW

#### ITALIAN LINE

MAIN OFFICE  
1 Whitehall St.  
New York, N.Y. 10004  
Midtown Information &  
Sales Office  
696 Fifth Ave.  
New York, N.Y. 10019

BOSTON, MASS. 02116  
Chase Bldg.  
535 Boylston Street

CHICAGO, ILL. 60602  
100 North LaSalle Street

LOS ANGELES, CALIF. 90017  
General Steamship Corp.  
550 So. Flower Street

MIAMI, FLA. 33137  
100 Biscayne Blvd.

PHILADELPHIA, PA. 19109  
123 South Broad St.

SAN FRANCISCO, CALIF. 94104  
General Steamship Corp.  
400 California St.

WASHINGTON, D. C. 20006  
1825 K Street, N.W.

SEATTLE, WASH. 98104  
General Steamship Corp.  
1001 Fourth Avenue

#### ALITALIA AIRLINES

ATLANTA, GA.  
235 Peachtree St. N.E.

BALTIMORE, MD.  
Fidelity Building  
Charles & Lexington Sts.

BOSTON, MASS.  
The Chase Building  
535 Boylston Street  
Logan Int'l Airport

BUFFALO, N.Y.  
10 Lafayette Square

CHICAGO, ILL.  
Ticket Office  
2 East Monroe Street  
Sales Office  
36 South Wabash Ave.  
O'Hare Int'l Airport

CINCINNATI, OHIO  
Fifth Third Bank Bldg.  
4th & Walnut Streets

CLEVELAND, OHIO  
Hanna Bldg.  
1422 Euclid Avenue

DALLAS, TEXAS  
211 North Ervay Bldg.

DENVER, COLO.  
509 17th Street

DETROIT, MICH.  
620 Book Building  
1249 Washington Blvd.

HARTFORD, CONN.  
1 Constitution Plaza

HOUSTON, TEXAS  
1201 Central Nat'l Bank Bldg.  
2100 Travis Street

LOS ANGELES, CALIF.  
Ticket Office  
617 South Grand Ave  
Sales Office  
5670 Wilshire Blvd.

MIAMI, FLA.  
150 Southeast 2nd Ave.  
Suite 706 and 708

MILWAUKEE, WISC.  
111 E. Wis. Avenue

MINNEAPOLIS/ST. PAUL, MINN.  
820 Midwest Plaza Bldg.  
801 Nicollet Mall

NEWARK, N. J.  
14 Park Place

NEW ORLEANS, LA.  
2420 International  
2 Canal Street

NEW YORK, N. Y.  
Ticket Offices  
666 Fifth Avenue  
26 Broadway, 12th fl.  
East Side Airline Term.  
37th St. and 1st Ave.  
Sales Offices  
666 Fifth Avenue  
170 Old Country Road  
Mineola, L.I., N.Y.  
180 East Post Rd.  
White Plains, N. Y.  
Kennedy Int'l Airport

PHILADELPHIA, PA.  
Ticket Office  
1704 Kennedy Blvd.  
Sales Office  
Penn. Towers Bldg.  
1819 Kennedy Bldg.

Appendix C.

ITALIAN PERIODICALS PUBLISHED IN THE U. S.

Note: Frequency of publication, when known, has been indicated with an initial after the title as follows: D, daily; W, weekly; F, fortnightly; M, monthly.

ARIZONA	Phoenix 321 E. Indian School Rd.	<u>Tribuna Italiana</u>
CALIFORNIA	Hollywood 1832 N. Wilton Pl. 90019	<u>Tricolore</u>
	Los Angeles 1035 N. Broadway St. 90015	<u>Italo Americano</u>
	San Francisco 678 Green St. 94133	<u>Federazione Cattolica Italiana</u> M
	5051 Mission St. 94112	<u>Il Leone</u> M
	709 Union Street 94133	<u>L'Eco d'Italia</u> W
CONNECTICUT	Rowayton PO Box 114 06853	<u>The Italian Heritage</u>
ILLINOIS	Chicago 1014 W. Chicago Ave. 60651	<u>Mazzini-Verdi Club News</u>
	327 S. La Salle St. Room 1545 60604	<u>Bulletin</u>
	627 West Lake St. 60606	<u>La Parola del Popolo</u>
	4924 West Iowa St. 60651	<u>The Justinian Law Journal</u>

	343 South Dearborn St. Room 1205 60604	<u>L'Italia</u>
	Melrose Park PO Box 268 Villa Scalabrini 60161	<u>Fra Noi</u>
IOWA	Des Moines 1139 24th Street	<u>The American Citizen</u>
MASSACHUSETTS	Boston 24 Province Street 02108	<u>Sons of Italy Magazine</u> M
	5 Prince Street 02113	<u>Post Gazette</u> W
	12 North Square 02113	<u>Incontro</u> M
	30 Battery St. 02105	<u>La Notizia</u> W
	Rittsfield 79 Eagle Street 01201	<u>Corriere del Berkshire</u> W
	Worcester 288 Main Street 01608	<u>Osia News</u> M
MICHIGAN	Detroit 13517 Gratiot Avenue 48205	<u>La Tribuna del Popolo</u>
MISSOURI	St. Louis 2126 Marconi Avenue 63110	<u>Il Pensiero</u> F
NEBRASKA	Omaha 2521 S. 43rd St.	<u>The American Citizen</u>

NEW JERSEY	Atlantic City 101 South Raleigh Ave. 03401	<u>Il Popolo Italiano</u> M
	Mountain Side PO Box 1070 07092	<u>Il Pensiero</u> (Eastern Division)
	Newark 320 Parker St.	<u>Unico Bulletin</u> M
	Trenton 681 S. Broad St. 08611	<u>La Nuova Capitale</u>
NEW YORK	Bronx 14 Center Edgewater Park 10465	<u>Italamerican</u> M
	Brooklyn 26 Court Street 11201	<u>Northwest Italian News</u> M
	1 Hanson Place	<u>Il Crociato</u> W
	New York City 1710 Broadway 10019	<u>La Giustizia</u> M
	125 E. 95th St.	<u>La Follia di N.Y.</u> M
	663 Fifth Avenue 10036	<u>Italian Times</u> M
	1710 Broadway	<u>Notiziario del Sinda- calismo Libero</u> M
	260 Audubon Ave. (West 178/179 Sts.) 10033	<u>Il Progresso Italo- Americano</u> D
	Staten Island 209 Flagg Pl. 10304	<u>The Italian Newcomer</u> M
PENNSYLVANIA	Philadelphia Sons of Italy Bldg. Broad & Federal Sts. 19146	<u>Sons of Italy Times</u> W

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Appendix D.

PENMANSHIP IN ITALIAN

The way Italians learn how to trace the letters of the alphabet differs somewhat from the system used in the U.S.

The purpose of this section is to acquaint the students of Italian with the tracing of letters - Italian style - so that they can be better prepared to understand Italian handwriting. In some instances, it will be wise for them, if their work will require handwriting of notes to their Italian colleagues, to use the same tracing, or else to write in print.

Most Italians use a personal variation of what in Italy is called English cursive writing.

In the following pages of this booklet, you will find the standard tracing of each letter on the left side of each line. The space on the right side is for practicing.

Three slightly different ways of tracing letters are presented, thus covering all possible basic varieties.

The last part includes the reproduction of a brief paragraph, as written by several Italian people from all walks of life.

A *A*

B *B*

C *C*

D *D*

E *E*

F *F*

G *G*

H *H*

I *I*

L *L*

M *M*



N

N

O

O

P

P

Q

Q

R

R

S

S

T

T

U

U

V

V

Z

Z

a a

b b

c c

d d

e e

f f

g g

h h

i i

l l

m m

n n

o o

p p

q q

r r

s s

t t

u u

v v

z z

gli

gli

gn

gn

sc

sc

à

à

é

é

ì

ì

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ò

ù

ù

a

a

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b

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c

d

d

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f

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a

*a*

b

*b*

c

*c*

d

*d*

e

*e*

f

*f*

g

*g*

h

*h*

i

*i*

l

*l*

m

*m*



n n

o o

p p

q q

r r

s s

t t

u u

v v

z z

The following pages offer some examples of Italian penmanship. The same paragraph, given hereafter, has been copied by persons of different ages and backgrounds.

Notice the individual variations from the basic models given in the preceding pages.

"Non si scrivono lettere col lapis nè con inchiostro colorato: solo quello blu e quello nero sono ammessi. Non è sconveniente adoperare penne a sfera, che sono ormai entrate nell'uso comune, purchè naturalmente funzionino a dovere."

Non si scrivono lettere col lapis né con inchiostro colorato: solo quello blu e quello nero sono ammessi. Non è sconvieniente adoperare penne a sfera, che sono ormai entrate nell'uso comune, purché naturalmente funzionino a dovere."

Young lady, college education

"Non si scrivono lettere col lapis né con inchiostro colorato: solo quello blu e quello nero sono ammessi - Non è sconvieniente adoperare penne a sfera, che sono ormai entrate nell'uso comune, purché, naturalmente, funzionino a dovere."

College student

Non si scrivono lettere col lapis  
né con inchiostro colorato: solo quello  
blu e quello nero sono ammessi. Non  
è conveniente adoperare penna e sfera,  
che sono ormai entrate nell'uso  
comune, perché in tanta fretta  
suscitano a dovere.

CWO, eighth grade

Non si scrivono lettere col lapis  
né con l'inchiostro colorato: solo  
quello blu e quello nero sono  
ammessi. Non è conveniente  
adoperare penna o sfera, che  
sono ormai entrate nell'uso  
comune perché naturalmente  
suscitano a dovere —

Lawyer

67

Non si scrivono lettere col lapis né  
 con inchiostro colorato: solo quello  
 blu e quello nero sono ammessi. —  
 Non è conveniente solo fare penne  
 e sfer, che sono usati entità nel  
 l'uso comune, perché naturalmente  
 funzionano a dovere! —

Young lady, clerk typist, eighth grade

Non si scrivono lettere col lapis né con  
 inchiostro colorato: solo quello blu e quello  
 nero sono ammessi. Non è conveniente  
 solo fare penne e sfer, che sono usati  
 entità nell'uso comune, perché naturalmente  
 funzionano a dovere. —

Man, office worker, college education

"Non si scrivono lettere col lapis nè con inchiostro  
colorato: solo quello blu e quello nero ammessi.  
Non è sconosciuto l'uso adoperare penne a sfera, che  
sono ormai e nell'uso comune, purchè  
naturalmente funzionano a dovere."

Regular Army Officer, Military Academy Graduate

Non si scrivono lettere con il lapis nè con inchiostro  
colorato: solo quello blu e quello nero sono ammessi.  
Non è conveniente adoperare penne a sfera, che sono  
ormai entrate nell'uso comune, purchè naturalmente  
funzionino a dovere."

Private, fifth grade

The following signatures, taken from an attendance sheet, were made by Italian university students.

Tarquini Paola Bice  
Ballarati Annunziata  
Adriana Valente

---

Carmela Chiricosta

Fiorella Carra

Anna Ciliberti

Anna Galassi

Franca Bizzoni

Paolo Messersì

Ombretta Scarinci

Tarquini Paola Bice

Ballarati Annunziata

Adriana Valente

Carmela Chiricosta

Fiorella Carra

Anna Ciliberti

Anna Galassi

Franca Bizzoni

Paolo Messersì

Ombretta Scarinci

Appendix E.

AREA BACKGROUND

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Titles are grouped according to the following six topical categories: Geography, History, Political and Social Structure, Culture Patterns, Fine Arts and International Relations.

Books covering more than one category are listed under each of the applicable categories.

Each title is identified by author and publisher, plus a brief description of the contents when necessary.

The following information is also given: I or E, preceding a title, indicates whether the book is in Italian or in English.

AL, PL or DL, following the title, indicates whether the book is available in the Academic, Post or Department Library.

The present edition constitutes an updated, increased revision of the original printed in 1966.

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